

PCA Citizens Budget Oversight Committee
Meeting Minutes
March 27th, 2025
2:00 p.m.

Meeting was conducted through a Zoom Video Call

Present: Bill Bentz, Denise Stouffer, Brandon Paris, Rachael Straightiff, Jeanine Martin, Richard Riggs, Kale English, Charles Mosher

Revenue:

- PCA increased its contingency to \$451,037.38 which is approximately \$222,262.74 above the required contingency amount of \$228,774.64.
- State Mid-Year Unit Count (05112) was added for \$5,177.35. This is a new appropriation that was added this fiscal year based on the mid-year unit count due to changes in special education student classification.
- Enhanced MCI (10337) has received 100% of its anticipate revenue of \$62,744.
- Local Interest Funds was increased by \$50,000 to \$150,000 due to PCA receiving \$112,862.24 as of February of 2025. The interest rate continues to be extremely volatile with PCA receiving approximately \$20,000 in February and anticipate approximately \$18,000 in March based on information from the Office of the Treasurer.
- PCA received approximately \$18,000 in tuition funding from Smyrna which was added to Local District Funding due to limitations placed by the State of Delaware for adding addition revenue to the Local Tuition Funding (91050) line.

Expenditures:

- PCA is 66.66% into the fiscal year and overall expenditures are at 58.33% which is approximately 6.54% under the actual percentage for this month.
 - Last month PCA's expenditures were at 51.15%, which was 6.52% under the actual percentage, including unallocated.
- In the Transportation Department, expenditures are currently at 58.88%, which is 7.78% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - Total expenses for mortgage and departmental staff (administrator, clerical, custodial, and financial) were re-coded to this department based on their portion of the total expenditures in FY2025.
- In the Cafeteria Department, expenditure is currently at 65.33%, which is 1.33% under the actual percentage for this month.
 - Total expenses for mortgage and departmental staff (administrator, clerical, custodial, and financial) were re-coded to this department based on their portion of the total expenditures in FY2025.
 - Food (56111) was decreased by \$20,000 to \$195,000 based on current expenditures.
- In the general budget, the following items were noted:
 - Psychologist (51131) was added for \$16,000 based on PCA hiring a school psychologist in March of this school year. Health Insurance was increased by \$6,408.08 based on this employee being hired as well.
 - Facility Maintenance (55507) was increased by \$41,000 to \$120,000 and Equipment Supplies & Maint (56211) was increased by \$28,000 to \$58,000 based

on additional expenditures for building maintenance including heater and roof repair.

- OT, PT, Speech, Psych (55010-55032) was reduced by \$73,305 based on PCA hiring a school psychologist.

PNC BANK:

- The PNC Bank Statements were reviewed for this month.

P-Card:

- PCard Reconciliation was reviewed for this month.

Next Meeting: April 29th, 2025 at 2:00 p.m.